

**ALBERTA BEACH
VILLAGE POLICIES**

POLICY: G.3.1 SUBDIVISION & DEVELOPMENT APPEAL BOARD REMUNERATION POLICY

1. PURPOSE

The *Municipal Government Act* (Section 627) states that Council must establish a Subdivision and Development Appeal Board (SDAB); the Subdivision and Development Appeal Board (SDAB) Members and Clerks are appointed by Council at the Organization Meeting; and it is the intention of Alberta Beach to provide fair and equitable compensation to members and clerks of the SDAB to carry out their duties and responsibilities as outlined in the Alberta Beach Subdivision and Development Appeal Board Bylaw.

2. COMPENSATION TO SDAB MEMBERS

SDAB members shall receive remuneration as follows:

- a) Half day meetings (up to 4 hours) \$170.00
- b) Full day meetings (over 4 hours) \$340.00

3. COMPENSATION TO SDAB CLERKS

SDAB clerks shall receive remuneration as follows:

- a) If the duties are performed by the Designated Officer employed by Alberta Beach:
Hourly Rate - As per the Alberta Beach Employee Policy wage grid
- b) If the duties are performed by the Designated Officer not employed by Alberta Beach:
Hourly Rate \$ 60.00 and
Reimbursement of postage, photocopying and office supplies if applicable.

4. REIMBURSEMENT FOR MILEAGE EXPENSES

SDAB members and clerks shall receive reimbursement for mileage expenses for use of personal vehicles as follows:

- a) Mileage per km \$.58

5. METHOD TO CLAIM REIMBURSEMENT

Reimbursement claims to be submitted on the expense claim forms or by invoice.

6. DEDUCTIONS FROM SDAB MEETING REMUNERATION FEES

SDAB meeting remuneration fees may be subject to deductions as per Canada Revenue Agency.

DEPARTMENT: COUNCIL

ADOPTED AND APPROVED BY COUNCIL: December 15, 2020

AMENDMENT DATE/RESOLUTION NO: #238-20